

REGULAR COUNCIL MEETING NOVEMBER 13, 2017 7:00 P.M.

The meeting was opened by announcing this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at www.newrichmondwi.gov. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Montello, Volkert and Zajkowski

The Pledge of Allegiance was recited.

Alderman Montello moved to adopt the agenda as presented with the change in item #9 to say Clover Lane, seconded by Alderman Ard and carried.

Public Comment

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, October 9, 2017 at 7:00 p.m. and Special Council Meetings, October 12 and October 23, 2017
2. Applications for License to Serve from Sophia A. Henneman, New Richmond; Kyle J. Wettig, Star Prairie; Ryan A. Reyes, Somerset; Lisa M. Schurhamer, New Richmond; Kelly L. Cross, Osceola
3. Payment of VO#61262 through VO#61384 totaling \$686,908.90 plus electronic fund transfers of \$706,746.69, for a grand total of \$1,393,655.59

General Fund	\$905,220.40
Impact Fees Fund	53,613.58
Cemetery Fund	2,038.40
CDBG – Housing	58.08
Debt Service Fund	6,592.94
Capital Projects	277,865.13
Landfill Cleanup Fund	3,037.60
TID District #10	2,100.00
TID District #6	220.00
Storm Water Utility	126,092.95
Park Land Trust Fund	16,784.01
Library Trust Fund	32.50

Alderman Montello moved to approve the consent agenda as presented, seconded by Alderman Jackson and carried.

Department Reports

Administration – Mike Darrow thanked Rae Ann Ailts, Noah Wiedenfeld, Beth Thompson, Jeremiah Wendt, Craig Yehlik, Kari Kraft and Kim Hennings for presenting the budget to many groups in the community and thanked these groups for spending time with staff to learn about the budget. If any groups are still interested in having staff present to them, please contact Mike

Darrow. Noah Wiedenfeld introduced Ethan Thompson who is the second student representative on City Council. Ethan is a junior at New Richmond High School.

Finance – Rae Ann Ailts thanked the organizations for allowing staff to present the budget to them.

Community Development – Beth Thompson reported over 1,000 building permits have been issued in 2017, compared to 350 permits in 2016. Of those permits, 96 have been for dwelling units compared to 56 dwelling units in 2016. There was a ribbon cutting for NRICH Tutoring Services. The Chamber’s “Hometown Holidays” Event will be on November 30, 2017, with a parade at 6:00 p.m. and fireworks over the mill pond.

Public Works –Jeremiah Wendt explained North Fourth Street is close to completion with a few clean up and restoration items to be finished in the spring. The 140th Street trail project is finishing up as well. The Public Works department is still picking up leaves and will continue over the next two weeks. The Compost Site is still open from 8:00 a.m. to dusk seven days a week until December 4, 2017, weather permitting.

Library – Noah Wiedenfeld explained upcoming events at the Library including the following:
Author Kristina Boucher on November 15, 2017
Friends of the library book sale November 16-18, 2017
Library will be closed November 23-24, 2017 for the Thanksgiving holiday.

Police – Craig Yehlik stated that officers have been busy working with the schools as mentors and reading to classrooms. The K-9 kennel has been built and they are awaiting the dog house. The K-9 may arrive as early as mid-December. Overnight odd/even parking started on November 1, 2017. Each officer has an updated Oath of Office displayed in the lobby of the Police Department.

Airport – Mike Demulling explained crews completed crack repair at the airport and staff restriped the runway, taxiways and taxi lanes. There was a major runway light fault in the runway circuit last night. Electrical crews were working on that today. They found the fault and a part is on order. The lights are working now, just not at the full capacity. The State of Wisconsin has accepted the petition for airport improvements.

Police Department Letters of Commendation

Craig Yehlik read aloud a letter of commendation for Lieutenant Veronica Koehler, Officer Mike Crubaugh, Officer Aaron Anderson, Detective Carlos de la Cruz and Detective Jason Noel for their brave and compassionate work at an incident on September 29, 2017. All of the officers were present at the meeting and received a standing ovation.

Public Hearing for Vacating

Mayor Horne declared the Public Hearing open to consider vacating the drainage and utility easements on Certified Survey Map recorded in Volume 26, Page 6070. Jeremiah Wendt explained the utilities have been relocated and the easements are no longer needed. Phillips Medisize will be constructing a building in this area. Mayor Horne declared the Public Hearing closed. Alderman Montello offered the following resolution and moved for its adoption:

RESOLUTION#111701 FINAL RESOLUTION FOR VACATING AN EASEMENT

WHEREAS, pursuant to Section 66.1003 of Wisconsin Statutes, the Common Council has heretofore initiated proceedings, to vacate and discontinue a drainage and utility easement described as:

Lying within Lot 1 and shown on St. Croix County Certified Survey Map, Volume 26, Page 6070, Document Number 1005298, recorded on December 11, 2014 and the

easements per Certified Survey Map, Volume 16, Page 4408 and depicted on Exhibit A;
and

WHEREAS, a public hearing on the passage of such resolution was set by the Common Council, which hearing was scheduled for November 13th, 2017 at 7:00 p.m. in the Council Chambers, and written notice of such meeting was duly served on the owners of all of the frontage of the lots and lands abutting upon that portion thereof sought to be discontinued as provided by law; and
WHEREAS, the City Council held the public hearing pursuant to said notice at the time and place therefore affixed and all persons so served and interested were then and there given an opportunity to be heard; and

WHEREAS, the City of New Richmond recognizes that said easement no longer serves a purpose as the lot lines have changed with the new certified survey map; and

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of New Richmond that it is hereby declared that drainage and utility easement described herein is hereby vacated and discontinued, provided that:

1. Pursuant to Section 66.1005 Wisconsin Statutes such vacation shall not terminate the easements acquired and the rights of the public in any of the underground structures, improvements or services as enumerated or otherwise existing in said public way and in said description of lands hereinbefore described, but such easements and rights and all rights of entrance, maintenance, construction and repair with reference thereto shall continue as if such public way had not been vacated.
2. The vacation of said drainage and utility easement shall cause no damage to any abutting or nearby property owners and therefore no damages are awarded to any property owners.

BE IT FURTHER RESOLVED that the City Clerk is directed to record in the St. Croix County Register of Deeds Office, a certified copy of this Resolution including the legal description of the vacated street, a copy of a map showing locations thereof.

Motion was seconded by Alderman Ard and carried.

Plan Commission Recommendation

The Plan Commission recommended approval of a Certified Survey Map from Phillips Medisize with the following conditions:

- 1) All grading, drainage and erosion control issues are subject to review and approval by the Public Works Director.
- 2) All utility issues are subject to review and approval of the Public Works Director.
- 3) All easements shall be subject to review and approval of the Public Works Director; existing internal drainage and utility easements require vacation in accordance with the process established by State law.

Alderman Montello moved to accept this recommendation, seconded by Alderman Ard and carried.

125th Street Design

Jeremiah Wendt explained the proposed design of the street which includes 10-foot wide travel lanes, 4-foot wide bike lanes on both sides, and curb and lighting on the east side of the street. Jeremiah is proposing to include a mowed nature trail along both sides of Paperjack Creek as part of the 125th Street Project. Considerable discussion followed regarding the nature trail and whether to have it on one or both sides of Paperjack creek. The Park Board recommended having the trail on both sides of the creek. A survey will be sent out to neighbors in that area asking for their preference. Alderman Montello moved to approve the final design contract with Short-Elliott-Hendrickson for the 125th Street Design and the Memorandum of Understanding with Richmond Township for this project, the decision on the trail construction will be made at a later date, seconded by Alderman Jackson and carried.

Resolution #111702 – Accepting Improvements on Maple Court

Jeremiah Wendt explained the improvements were constructed by the contractor in Paperjack Bend and Jeremiah has approved them. Alderman Montello offered the following resolution and moved for its adoption:

RESOLUTION NO. 111702
CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN
A RESOLUTION AUTHORIZING ACCEPTANCE
OF IMPROVEMENTS CONSTRUCTED BY
WILLOW RIVER JOINT VENTURE

WHEREAS, the property developer Willow River Joint Venture (“Developer”) has constructed certain water, sanitary sewer, storm sewer, and street improvements on Maple Court from 125th Street to its eastern terminus in the Paperjack Bend Development as required by a Development Agreement dated April 28, 2017; and

WHEREAS, Developer has submitted a lien waiver certifying that no debt remains outstanding for construction of the improvements; and

WHEREAS, the City’s Director of Public Works has inspected the improvements and recommends acceptance of the same;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL FOR THE CITY OF NEW RICHMOND, AS FOLLOWS:

The Common Council hereby accepts the street and utility improvements on Maple Court from 125th Street to its eastern terminus.

This Resolution shall be in full force and effect from and after its passage and approved as provided by law.

Motion was seconded by Alderman Ard and carried.

Resolution #111703 – Accepting Improvements on Clover Lane and Pioneer Trail

Jeremiah Wendt explained the improvements were constructed by the contractor in Whispering Prairie and Jeremiah has approved them. Alderman Zajkowski offered the following resolution and moved for its adoption:

RESOLUTION NO. 111703
CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN
A RESOLUTION AUTHORIZING ACCEPTANCE
OF IMPROVEMENTS CONSTRUCTED BY
GMTZ, LLC

WHEREAS, the property developer GMTZ, LLC (“Developer”) has placed the final lift of pavement on Prairie Road between Wheatfield Lane and Pioneer Trail in the Whispering Prairie First Addition as required by a Development Agreement dated March 14, 2017; and

WHEREAS, Developer has paved Pioneer Trail from Prairie Road to its western terminus in the Whispering Prairie First Addition as required by a Development Agreement dated March 14, 2017; and

WHEREAS, Developer has constructed a cul-de-sac and associated storm sewer on Pioneer Trail in the Whispering Prairie First Addition as required by a Development Agreement dated March 14, 2017; and

WHEREAS, Developer has constructed a cul-de-sac on Clover Lane in the Whispering Prairie First Addition as required by a Development Agreement dated March 14, 2017; and

WHEREAS, Developer has submitted a lien waiver certifying that no debt remains outstanding for construction of the improvements; and

WHEREAS, the City’s Director of Public Works has inspected the improvements and recommends acceptance of the same;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL FOR THE CITY OF NEW RICHMOND, AS FOLLOWS:

Section One. The Common Council hereby accepts the street and utility improvements on Prairie Road between Wheatfield Lane and Pioneer Trail.

Section Two. The Common Council hereby accepts the street and utility improvements on Pioneer Trail from Prairie Road to its western terminus.

Section Three. The Common Council hereby accepts the street and utility improvements on Clover Lane from Wheatfield Lane to its eastern terminus.

This Resolution shall be in full force and effect from and after its passage and approved as provided by law.

Motion was seconded by Alderman Kittel and carried.

Resolution #111704 – Dakota Avenue Bike/Pedestrian Resolution

Jeremiah Wendt explained this resolution is needed to apply for a grant from the WI Department of Transportation. Dakota Avenue is scheduled for reconstruction in 2020 as part of the Capital Improvement Plan. In order to receive funding from the WI DOT Street Improvement Discretionary Program, a resolution must be passed by the municipality indicating that bike and pedestrian accommodations will be constructed as part of the proposed project. Alderman Ard offered the following resolution and moved for its adoption:

RESOLUTION NO. 111704
DAKOTA AVENUE RECONSTRUCTION
BIKE/PEDESTRIAN IMPROVEMENTS

WHEREAS, the City of New Richmond intends to reconstruct South Dakota Avenue from West Fourth Street to West First Street in the next five years; and

WHEREAS, South Dakota Avenue from West Fourth Street to West First Street is currently served by sidewalks for pedestrians only; and

WHEREAS, no bike accommodations currently exist on South Dakota Avenue from West Fourth Street to West First Street; and

WHEREAS, the City's Bike and Pedestrian Master Plan identified this route as needing bike improvements; and,

WHEREAS, this route is a route used by many bicyclists to get from the north terminus of the Rail Bridge Trail to the Mill Pond Dam;

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of New Richmond affirms that bike improvements will be constructed as part of the South Dakota Avenue Reconstruction project.

This Resolution shall be in full force and effect from and after its passage and approved as provided by law.

Motion was seconded by Alderman Kittel and carried.

Mayor's Appointments

Mayor Horne appointed Theresa Rubida to the Historic Preservation Commission and Josh Lindseth to the Regional Loan Fund Committee. Alderman Montello moved to confirm these appointments, seconded by Alderman Ard and carried.

Ordinance #503 – Treasurer's Bond Eliminated

Rae Ann Ailts stated that in the past, the City Council has approved a resolution each year to exempt the City from the bond requirement. Approval of the proposed ordinance would mean the yearly resolution is no longer necessary. Alderman Montello moved to suspend the rules and adopt Ordinance #503, seconded by Alderman Ard and carried.

Ordinance #504 – Amending Loud & Unnecessary Noise/Amplification Permits

Nick Vivian, City Attorney, stated that he and staff have reviewed the existing ordinance and made some changes to streamline the process. An administrative permit was created for events between the hours of 9:00 a.m. and 5:00 p.m. Outside those hours, the Council must approve the permits. Applications must be received at least five days in advance for the administrative permits and

seven days prior to the City Council meeting for Council consideration. Discussion followed. Alderman Montello moved to suspend the rules and adopt Ordinance #504, seconded by Alderman Ard and carried.

2017 Third Quarter Financial Report

Rae Ann Ailts presented this report. Discussion followed. No action was needed.

2018 Budget Update

Rae Ann Ailts reported the results from the community budget presentations for the two questions posed to the community. When asked if you had \$500,000, where you would prioritize your funds? The response was that 29% would put the money towards library and community space and 17% would pick street and utility projects. When asked if the City should levy for capital projects that it will address in the next 2-5 years, the largest response was to budget \$100,000 and the second largest response was for \$150,000. This response is in line with the Council's decision to add \$100,000 to the budget for 2018 for Capital Projects. The community appreciated the budget presentations and feels like their voices are being heard. Positive comments were made regarding the City working with the community to get feedback on various projects including street design.

2018 Council Calendar/Special Work Sessions

Mike Darrow presented the following list of dates for meetings in 2018:

January 8, 2018 at 7:00 p.m./January 13, 2018 from 8:30 a.m. to 1:00 p.m.

February 12, 2018 at 7:00 p.m./No work session

March 12, 2018 at 7:00 p.m./March 26, 2018 at 5:30 p.m.

April 9, 2018 at 7:00 p.m./April 17, 2017 at 7:00 p.m./April 23, 2017 at 5:30 p.m.

May 14, 2018 at 7:00 p.m./ No work session

June 11, 2018 at 7:00 p.m./June 25, 2018 at 5:30 p.m.

July 9, 2017 at 7:00 p.m./No work session

August 13, 2018 at 7:00 p.m./August 27, 2017 4:00 p.m. to 8:00 p.m. Budget Tour

September 10, 2018 at 7:00 p.m./September 24, 2018 at 5:30 p.m.

October 8, 2018 at 7:00 p.m./October 22, 2018 at 5:30 p.m.

November 12, 2018 at 7:00 p.m./November 26, 2018 at 5:30 p.m.

December 10, 2018 at 7:00 p.m./ No work session

Work Session on November 27, 2017 at 5:30 p.m.

The work session will be on November 27, 2017 at 5:30 p.m. in the Council Chambers of the Civic Center.

Communications and Miscellaneous

None

Closed Session

Alderman Zajkowski moved to go into Closed Session per State Statute 19.85 (1)(e)– TID #6, TID#8, and TID #9, seconded by Alderman Ard, and carried.

Open Session

No action was taken

Alderman Mike Montello moved adjourn the meeting, seconded by Alderman Jackson, and carried.

Meeting adjourned at 9:15 p.m.

Tanya Batchelor
City Clerk